

PostalOne! January 2014 Release Training

Intelligent Mail Package
Barcode (IMpb) Compliance



Agenda

- Benefits of IMpb
- IMpb Requirements
 - Unique Barcode
 - Shipping Services File (SSF)
- Exceptions to IMpb Requirements
- Postal Wizard Enhancements to support IMpb Acceptance
- Providers and Tools for Mailers

Benefits of IMpb for Mailers

The Intelligent Mail package barcode (IMpb) offers a number of benefits to mailers by providing piece-level visibility throughout USPS™ processing and delivery operations

Other benefits of IMpb use include:

- ❑ **The best commercial prices with the largest discount available**
- ❑ **Piece-level tracking information at no additional charge for most products**
- ❑ **Access to new products, services, and enhanced features**



IMpb Requirements: Applicable Classes of Mail

Effective January 2014, the Intelligent Mail package barcode (IMpb) requirements are changing for all parcels entered through commercial channels including, but not limited to:

- Priority Mail Express™
- Priority Mail®
- First-Class™ Package Services
- Parcel Select
- Parcel Select Lightweight
- Postage paid by:
 - Permit imprint
 - Postage meter
 - PC Postage®
 - Precancelled stamps
 - Franked Mail or Official Mail Accounting System

IMpb Requirements

Effective January 2014

To receive commercial rates, mailers must comply with the following requirements:

Requirements Effective January 26, 2014

- Use a unique Intelligent Mail package barcode (IMpb) on each mailpiece
 - Prepared in accordance with DMM 708.5.1

- Submit an electronic Shipping Services File (SSF), version 1.6 (or higher)
 - Include the correct destination delivery address or ZIP+4 Code in the SSF

Refer to SSF layout specifications in Publication 199
https://ribbs.usps.gov/intelligentmail_package/documents/tech_guides/PUB199IMPBImpGuide.pdf

IMpb Requirement: Unique IMpb Barcode

- Requirement to use a unique IMpb barcode prepared in accordance with **DMM 708.5.1** (*Standards for Package and Extra Service Barcodes: Intelligent Mail Package Barcode*)



From
DMM
708.5.1

- The DMM can be accessed through Postal Explorer (pe.usps.gov).
- Direct link to DMM section 708.5.1: <http://pe.usps.gov/text/dmm300/708.htm#1619562>

IMpb Requirement: Unique IMpb Barcode Exception

- ❑ Mailers allowed to temporarily use existing barcode formats that include extra services
- ❑ Authorization must be granted through an exception process
- ❑ Transitional period until January 25, 2015



Exceptions to IMpb Requirements

Changes Apply to:	Exceptions to the Rules:
<p>All parcels entered through commercial channels, including, but not limited to:</p> <ul style="list-style-type: none"> • Priority Mail Express™ • Priority Mail® • First-Class™ Package Services • Parcel Select • Parcel Select Lightweight • Postage paid by permit imprint, postage meter, PC Postage®, Precancelled stamps, Franked Mail, or Official Mail Accounting System (There is an exception for meter mailers receiving Commercial Base pricing) 	<p><u>Priority Mail and Priority Mail Express</u></p> <ul style="list-style-type: none"> • Priority Mail letters and flats prepared in a high-speed environment featuring a unique Intelligent Mail Barcode and electronic documentation • Priority Mail letters and flats using stamps as postage or Priority Mail Forever Prepaid Flat Rate packaging • Priority Mail Express pieces with postage paid through a postage meter imprint and using a Label 11-B • Priority Mail Express pieces entered under a Priority Mail Express Manifesting Agreement (PMEM) and paid via a USPS Corporate Account <p><u>Standard Mail</u></p> <ul style="list-style-type: none"> • Standard Mail Marketing® product samples with a simplified address or a Detached Address Label (DAL) • Standard Mail pieces presorted and containerized in 5-digit sacks bearing an Intelligent Mail Barcode <p><u>Retail Packages</u></p> <ul style="list-style-type: none"> • All packages paid for at the retail price and inducted through retail transactions <p><u>Periodicals</u></p> <ul style="list-style-type: none"> • Periodicals parcels <p><u>Metered Mailers</u></p> <ul style="list-style-type: none"> • Meter mailers receiving Commercial Base pricing who fail to meet the new requirement will continue to qualify for discounted rates throughout an extended transition period. <p><u>Merchandise Return Service</u></p> <ul style="list-style-type: none"> • Merchandise Return Service® (MRS) permit holders not using a PC Postage-based return service – exempt from Shipping Services file

Although the following package products are required to meet the IMpb and data submission requirements, mailers of these package products will be afforded an extended transition period: Bound Printed Matter®, Media Mail®, Library Mail®, Standard Mail® Parcels, Merchandise Return Service®, and meter mailers receiving Commercial Base® pricing. Non-compliance fees for these products will begin assessment at a later date.

IMpb Requirement: Shipping Services File (SSF)

- ❑ The Shipping Services File (SSF) is required for Intelligent Mail® Package barcode participation by commercial and online package or Extra Service customers who communicate electronically with the USPS

- ❑ The SSF must contain:
 - Unique SSF Transaction ID (SSF TID)
 - Rate and Payment indicators
 - 5-digit ZIP Code where permit is held
 - Class of Mail
 - Processing category
 - Total # of Mailpieces

Refer to SSF layout specifications in Publication 199

https://ribbs.usps.gov/intelligentmail_package/documents/tech_guides/PUB199IMPBImpGuide.pdf

IMpb Requirement: Shipping Services File (SSF)

Recipient delivery address or ZIP+4 is required

- Complete piece level delivery address information includes:
 - Addressee name (required when needed for the service)
 - Private mail box designator and number
 - Urbanization name
 - Street number and name
 - Secondary Address unit designation and number
 - City and state
 - Correct 5-digit ZIP Code or ZIP+4 Code

Note: *elements of a complete address are described in DMM 602.1.4.2*

IMpb Requirement: Shipping Services File (SSF)

Mailers must submit the electronic Shipping Services File (SSF) using one of two methods:

- **Option 1 – eVS**: Electronically submit a Shipping Services File with postage, manifest, and tracking information in one file (through the electronic Verification System - eVS®)
 - Submission is one file and includes the Shipping Services File, ZIP+4 or destination delivery information, and postage statement information
 - Payment for postage is deducted from a centralized electronic postage payment account (a Centralized Account Processing System – CAPS account)

- **Option 2 – Postal Shipping Business Tool** : Electronically submit a Shipping Services File through the Postal Shipping Business Tool plus a separate Postage Statement (this option is referred to as a Manifest Mailing Solution)
 - Submission includes the Shipping Services File, ZIP+4 or destination delivery information
 - A hardcopy Postage Statement must be brought to the Business Mail Entry Unit (BMEU) or an electronic Postage Statement submitted through the Postal Wizard
 - Payment for postage is made through a local payment or trust account, or a CAPS account

IMpb Requirement: Shipping Services File (SSF) Validation

- ❑ Mailers are required to transmit their SSF to Product Tracking and Reporting (PTR) prior to the physical presentation of the mailing
- ❑ Three types of verifications are performed on an IMpb mailing:
 - **IMpb Barcode Compliance Verification**
 - ❑ Completed by the acceptance clerk when prompted by *PostalOne!*
 - **Shipping Services File (SSF) Compliance Verification**
 - ❑ Compliance percentages are automatically verified by PTR and data sent to *PostalOne!*
 - **Zip+4 Address Verification**
 - ❑ Compliance percentages are automatically verified by PTR and data sent to *PostalOne!*



Note: For more information on SSF submissions, reference Pub 199: The Implementation Guide to IMpb for Confirmation Services and eVS® Mailers

PostalOne! Enhancements

- Mailers may pay postage for their IMpb mailings in one of three ways:
 - eVS (SSF included, no postage statement is required)
 - Shipping Services File (SSF) (non eVS), hard copy postage statement
 - Shipping Services File (SSF) (non eVS), electronic postage statement



IMpb Compliance Thresholds

- The following compliance thresholds apply for the January 2014 Release:
 - Unique trackable barcode or IMpb on the mailpiece– 98%
 - Recipient Address or ZIP+4 – 93%
 - Shipping Services Files – 90%

Note: All thresholds are configurable to support percentage increases

Compliance Category	January 2014
Unique trackable barcode (legacy or IMpb)	98%
Destination delivery address or ZIP+4 in SSF	93%
Shipping Services File (legacy or v1.6 or higher), including required data elements	90%

- Non-compliant pieces will be assessed a fee based on these thresholds

Postage Statement Enhancement to support IMpb

- A new line **S23** has been added to Part S (Extra Services) of PS Forms 3600 FCM, 3600 PM, and 3605 (Parcel Select and Parcel Select Lightweight only) for the IMpb Non-Compliance Fee

S17	Picture Permit Imprint					
S18	Day Certain Delivery					
S19	Certificate of Bulk Mailing (Form 3606)					
S23	IMpb Non-Compliance Fee					
S25	Live Animal Transportation Fee					

- If the piece count is greater than the percentage allowable for package types in more than one category, *PostalOne!* will use the greater number of non-compliant pieces
 - Pieces will not be double counted for non-compliance
- An error message will be displayed for the mailing if the barcode count is below the configurable percentage of packages allowed in a job

Postal Wizard Enhancements

- On the Postage Statement Account Verification page, when the processing category of “Parcels” is selected, the Barcode Type dropdown now includes IMpb.

Home > Postal Wizard > Postage Statement

Postage Statement

First-Class Mail and First-Class Package Service - Permit Imprint > Account Verification Information

Mailing Group ID: 112577818 Postage Statement ID: 148703202

Accounts

Account Holder	Mailing Agent	Mail Owner
Account Number: 754807 Permit Imprint No. 133 2061G ROOM TESTERS ADDRESS ST LOUIS, MO 95132	MDXTESTER1 1720 MARKET ST SAINT LOUIS, MO 63155 -9712	MDXTESTER1 1720 MARKET ST SAINT LOUIS, MO 63155 -9712

CRID: 20163414 First-Class Presort Fee Expiration: 11/27/2013 First-Class Presort Fee Expiration: 11/20/2014 First-Class Presort Fee Expiration: 11/20/2014
Account Balance: \$106,110,580.20

Mailing Characteristics

Incentive/Discount Claimed:	(Hold CTRL to claim multiple) Premium Advertising Color Print Picture Permit
Type of Fee:	No data available
Extra Services:	Extra Services <input checked="" type="checkbox"/> Customer generated electronic label for Delivery Confirmation <input type="checkbox"/> # Electronic Signature Confirmation, check here
Processing Category:	Parcel, First-Class Mail
*Parcel processing category must apply barcode - Barcode Type:	None -- Select Barcode Type -- None IMpb IMb
*Mailing contains automation prices - Barcode Type:	None IMpb IMb

New parcel “Barcode Type” dropdown now includes IMpb

- If no selection is made, an error message will appear

Home > Postal Wizard > Postage Statement

Postage Statement

Invalid input data!

There were some problems with the information that you entered in the previous page.

- You must select the **Barcode Type** for parcel processing category.

Go [Back](#) to return to the previous page and correct the listed problem(s).

Home > Summary > Balance and Fees > Postal Wizard > Electronic Data Exchange > Mailing Reports > Dashboard

Postal Wizard Enhancements

- ❑ SSF TID# field is a required field whenever the processing category of parcels is selected
 - If no TID# is given, users must select a reason from the dropdown
- ❑ Note: if no SSF TID# has been provided, mailers must claim the S23 extra services fee

The screenshot shows the 'Postage Statement' page with the following details:

- Accounts:** Account Holder: MDXTESTER1, Account Number: 754507, Permit Imprint No. 133, ADDRESS: 2001G ROOM TESTERS, ST LOUIS, MO 65132
- Mailing Agent:** MDXTESTER1, 1720 MARKET ST, SAINT LOUIS, MO 63155-8712
- Mail Owner:** MDXTESTER1, 1720 MARKET ST, SAINT LOUIS, MO 63155-8712
- CRID:** 20163414
- First-Class Presort Fee Expiration:** 11/27/2013
- Account Balance:** \$106,110,680.20

The 'Shipping Services Information' section includes:

- * Transaction ID: [Search]
- Missing Reason: [Select a reason for missing the SSF TID...]

Options in the Missing Reason dropdown include: 'Select a reason for missing the SSF TID...', 'Not Available', and 'Mailers System is down to generate SSF TID #'. A red arrow points from the dropdown in the screenshot to the enlarged view below.

When a processing category of "parcels" is selected, a Transaction ID field will display as a dropdown with the mailer's prepopulated Transaction ID (TID).

The enlarged view shows the 'Shipping Services Information' section with the following details:

- * Transaction ID: [Search]
- Missing Reason: [Select a reason for missing the SSF TID...]

Options in the Missing Reason dropdown include: 'Select a reason for missing the SSF TID...', 'Not Available', and 'Mailers System is down to generate SSF TID #'. A red arrow points from the dropdown in the screenshot to the enlarged view below.

Postal Wizard Enhancements to support IMpb Compliance

UNITED STATES POSTAL SERVICE®

Home > Postal Wizard > Postage Statement

Postage Statement

First-Class Mail and First-Class Package Service - Permit Imprint Account Verification Information

Mailing Group ID: 112577818 Postage Statement ID: 146703202

Accounts

Account Holder	Mailing Agent	Mail Owner
Account Number: 754607 Permit Imprint No. 133 2061G ROOM TESTERS ADDRESS ST LOUIS, MO 95132	MDXTESTER1 1720 MARKET ST SAINT LOUIS, MO 63155 -9712	MDXTESTER1 1720 MARKET ST SAINT LOUIS, MO 63155 -9712

CRID: 20163414 First-Class Presort Fee Expiration: 11/27/2013
 CRID: 20163414 First-Class Presort Fee Expiration: 11/20/2014
 CRID: 20163414 First-Class Presort Fee Expiration: 11/20/2014

Account Balance: \$106,110,580.20

Mailing Characteristics

Incentive/Discount Claimed:	(Hold CTRL to claim multiple) Premium Advertising Color Print Picture Permit
Type of Fee:	No data available
Extra Services:	Extra Services <input checked="" type="checkbox"/> Customer generated electronic label for Delivery Confirmation <input type="checkbox"/> If Electronic Signature Confirmation, check here <input type="checkbox"/>
Processing Category:	Parcel, First-Class Mail
*Parcel processing category must apply	
barcode - Barcode Type:	None -- Select Barcode Type -- None IMpb IMb
*Price Category:	
*Mailing contains automation prices - Barcode Type:	None IMpb IMb

Shipping Services Information

If the mailer does not provide a SSF TID or if “None” is selected from the Barcode Type dropdown, the Extra Services will automatically be checked and a non-compliance fee will be assessed

Postal Wizard Enhancements to support IMpb Compliance

- If the Extra Services box is checked from the previous screen and/or IMpb barcodes are not provided on mailpieces, users are required to enter the total number of noncompliant mailpieces on line S23
- This fee will then be included as part of the postage statement for the mailing and charged to the mailers' applicable *PostalOne!* account

Home > Postal Wizard > Postage Statement

Postage Statement
Bound Printed Matter - Permit Imprint > Postage Statement Entry

Mailing Group ID: 112580139 Postage Statement ID: 146709469

Mailing Information

Statement Sequence No.:

Federal Agency Cost Code:

Customer Reference ID:

Address Matching and Coding

Enter any address matching or carrier route sequencing dates that are applicable to your mailing. If multiple address lists are used enter the oldest matching or coding dates used in the mailing. Your address is contingent upon valid address matching and coding. You must be able to provide authentication upon request.

Address Matching Date for Automation Pieces: 

* Number of Containers

1' MM Trays: 2' MM Trays: 2' EMM Trays: Flat Trays: Sacks: Pallets: Other:

Line Items

Extra Services and Fees

	Services	Pieces	Price
S1	Certificate of Mailing (3 or more - Form 3877)	<input type="text"/>	0.470
S3	Collect on Delivery (COD)	<input type="text"/>	
S4	USPS Tracking (parcels only)	<input type="text"/>	1.050
S5	Insurance	<input type="text"/>	
S7	Restricted Delivery	<input type="text"/>	5.050
S8	Return Receipt (Electronic)	<input type="text"/>	1.350
S9	Return Receipt (3811)	<input type="text"/>	2.700
S10	Return Receipt for Merchandise	<input type="text"/>	4.400
S11	Signature Confirmation	<input type="text"/>	2.900
S12	Parcel Airlift (PAL)	<input type="text"/>	
S13	Special Handling	<input type="text"/>	
S17	Picture Permit Imprint	<input type="text"/>	0.010
S23	IMpb Non-Compliance Fee	<input type="text"/>	0.200

< Back Delete

IMpb Non-Compliance Fee: Mail.dat and Mail.XML Support

Mail Class - Parcels	Support for processing of IMpb Non-compliance January 2014	
	Mail.dat	Mail.XML
Standard Mail (parcels)	N/A	N/A
First-Class Mail (parcels)	Supported	Supported
Package Services (parcels)	Not supported (Parcel Select, PSLW not currently supported/processed)	Supported (only Parcel Select, PSLW)
Periodicals	N/A	N/A
Priority Mail	Not Supported	Supported (Parcels Only)

- For more information about Mail.dat and Mail.XML version support, visit:
https://ribbs.usps.gov/intelligentmail_schedule2014/documents/specs/IDEAllianceSpecs.pdf
- For Mail.dat and Mail.XML Technical Specifications and Guides, visit:
https://ribbs.usps.gov/intelligentmail_schedule2014/releases/jan2014/techspecs.cfm

IMpb Non-Compliance Fee:

Mail.dat and Mail.XML - Known issues

1. The FRN for Package Visibility mandates a 9-Digit ZIP (ZIP+4) in eDoc submissions for Packages beginning January 2014, and an 11-Digit DPV ZIP is proposed for January 2015
 - Currently *PostalOne!* eDoc is requiring the field to be of a length of eleven (11) digits
 - The system is being updated to resolve this issue. In the meantime, error 7191 is being turned into a warning
 - **Mail.dat field:** *.pdr Piece Barcode*
 - **Mail.XML field:** *MailPieceCreateRequest IMPackageBarcode field DeliveryPointZip*

2. Periodicals Parcels are not subjected to IMpb Non-compliance processing and fee assessment with this release
 - Currently, *PostalOne!* is including Periodicals IR Parcels in IMpb Non-compliance processing
 - The system is being updated to resolve this issue. In the meantime, error 4532 is being turned into a warning

Tools for Mailers

- There are several tools available to help mailers meet the IMpb and data submission requirements:
 1. **Use a certified vendor software solution**
 - See list on next slide; latest are posted on <https://ribbs.usps.gov/evs>
 2. **Use a certified consolidator solution**
 - See list on next slide; latest are posted on <https://ribbs.usps.gov/evs>
 3. **Become an eVS mailer**
 - Contact the eVS Help Desk at evs@usps.gov or 877-264-9693 (select option 3) for help signing up or for more information
 4. **Use the new USPS Postal Shipping Tool**
 - **Note:** Additional information is available at <https://gateway.usps.com> under “Shipping Services”

Certified Vendor Software Solutions

- ▣ The package vendors listed here have successfully tested their software with the Postal Service

Package Vendor Software Solution Providers:

To help you meet the requirements to generate a Shipping Services File and an IMpb, the following vendors have successfully tested their software with the Postal Service.

Vendor Name	Software Name	Website for Information	Sort Level Capabilities Offered	Certification				Classes of Mail Offered							
				Offers Internationals	MAC Certified	eVS Certified	Manifest Mailing Solution (non-eVS)								
ABOL Software 678-494-3172	AMX	www.abolsoftware.com	DSCF, DDU, Origin, Other	X		X		PMEx	PM	FCPS	PS	PS-L	StdNP	BPM	Other
ABOL Software 678-494-3172	labol	www.labol.com	DSCF, DDU, Origin, Other	X		X		PMEx	PM	FCPS	PS	PS-L	StdNP	BPM	Other
AccuZIP Inc. 800-233-0555	AccuZIP6	www.accuzip.com	DNDC, DSCF, DDU, Origin				X			FCPS	PS	PS-L	StdNP	BPM	Other
AccuZIP Inc. 800-233-0555	AccuZIP6 Lite	www.accuzip.com	DNDC, DSCF, DDU, Origin				X			FCPS	PS	PS-L	StdNP	BPM	
Bell & Howell 800-453-3130	BCC Mail Manager	www.bellhowell.net/Products/Software_Postal/Q.aspx	DNDC, DSCF, DDU, Origin				X			FCPS	PS	PS-L	StdNP	BPM	Other
Bell & Howell 800-453-3130	BCC Mail Manager Full-Service	www.bellhowell.net/Products/Software_Postal/Q.aspx	DNDC, DSCF, DDU, Origin				X			FCPS	PS	PS-L	StdNP	BPM	Other
Best Manifesting 215-508-7570	Best Ship	www.bestmanifesting.com	DNDC, DSCF, DDU, Origin		X		X		PM	FCPS	PS	PS-L	StdNP	BPM	Other
Best Way Technologies 414-302-2929	ProShip	www.proshipsoftware.com/product-suite	DNDC, Origin, Other	X	X	X		PMEx	PM	FCPS	PS	PS-L		BPM	Other
ConfirmDelivery 888-960-6245	Confirm-Delivery	www.confirmdelivery.com					X		PM	FCPS	PS	PS-L		BPM	Other
ConnectShip 866-461-4470	ConnectShip Logistics	www.connectship.com/	DNDC, DSCF, Origin	X	X	X	X	PMEx	PM	FCPS	PS	PS-L	StdNP	BPM	Other
DigitalShipper 651-348-4080	DigitalShipper	www.digitalshipper.com	Origin	X			X		PM	FCPS	PS			BPM	Other
FP Mailing Solutions 630-827-5728	MailOne 2.0	www.fp-usa.com		X			X	PMEx	PM	FCPS					
Harvey Software 800-231-0296	CPS	www.postalshippingsoftware.com/	Origin	X		X		PMEx	PM	FCPS	PS			BPM	Other
JDA 800-990-9632	JDA Parcel	http://www.jda.com/support/contact-support/		X	X	X	X		PM	FCPS				BPM	Other
Kewill 978-482-2523	Clippership	www.kewill.com	DNDC, DSCF				X	PMEx	PM	FCPS	PS	PS-L		BPM	Other
Kewill 978-482-2523	Flagship	www.kewill.com	DNDC, DSCF	X		X	X	PMEx	PM	FCPS	PS	PS-L		BPM	Other
Manhattan Associates 877-596-9208	Warehouse Management for IBMi	www.manh.com	DNDC, Origin			X	X	PMEx	PM	FCPS	PS			BPM	Other
NeoPost 203-301-3801	Enhanced Mailing and Shipping	www.neopostinc.com	DNDC, DSCF, DDU	X			X	PMEx	PM	FCPS	PS	PS-L		BPM	Other
SCANDATA 512-358-1585	PTMS 14.01	www.scandata.com					X	PMEx	PM	FCPS	PS				
SCANDATA 512-358-1585	PTMS 12.00.00K	www.scandata.com					X	PMEx	PM	FCPS	PS			BPM	Other
Varsity Logistics 650-392-7908	ShipSoft	www.veritylogistics.com			X	X			PM	FCPS	PS			BPM	Other

Priority Mail Express = PMEx; PM = Priority Mail; First-Class Package Services = FCPS; Parcel Select = PS; Parcel Select Lightweight = PS-L; Standard Mail Nonprofit = StdNP; Bound Printed Matter = BPM; Other Classes = Other

DNDC = Destination Network Distribution Center; DSCF = Destination Sectional Center Facility; DDU = Destination Delivery Unit; Origin = Origin Business Mail Entry Unit (BMEU) or Detached Mail Unit (DMU)

Certified Consolidator Solutions

- Package Consolidators offer a variety of services to prepare and mail packages, including IMpb generation and drop-shipment

Package Consolidator Solution Providers:

Consolidators offer a variety of services to prepare and mail packages, including IMpb generation and drop-shipment. Providers listed have tested their systems with the USPS.

Consolidator Name	Website for Information	Types of Entry Points	Certification				Classes of Mail Offered								
			Offers International	MAC Certified	eVS Certified	Manifest Mailing Solution (non-eVS)	PM	FCPS	PS	PS-L	StdNP	BPM	Other		
Blue Package Delivery 651-773-0031	www.bluepackage.com	DNDC, DDU			X				PM		PS	PS-L		BPM	Other
DHL GlobalMail 513-403-6294	www.dhlglobalmail.com	DNDC, DSCF, DDU, Origin	X		X			PM	FCPS	PS	PS-L			BPM	Other
FedEx SmartPost 800-463-3339	www.fedex.com/us/smartpost/	DNDC, DSCF, DDU			X						PS	PS-L		BPM	Other
International Bridge Parcel Pool 877-727-2354	www.myib.com	DNDC, DSCF, DDU, Origin			X		PMEx	PM	FCPS	PS	PS-L			BPM	Other
Newgistics 866-647-0688	www.newgistics.com	DNDC, DSCF, DDU, Origin	X		X		PMEx	PM	FCPS	PS	PS-L	StdNP		BPM	Other
United Parcel Service	www.ups.com	DDU			X						PS	PS-L		BPM	Other
UPS Mail Innovations	www.ups.com	DNDC, DSCF, DDU, Origin	X			X		PM	FCPS	PS	PS-L			BPM	Other

Electronic Verification System (eVS)

- ❑ Enables parcel mailers to submit documentation and pay postage by transmitting electronic manifest files to the eVS database, which is part of the *PostalOne!* System
- ❑ The first option for meeting the new IMpb requirements is to electronically submit postage, manifest, and tracking information in one file via eVS
 - Single file includes the Shipping Services File, destination delivery address or ZIP+4, and postage statement information
 - Payment for postage is deducted from a centralized electronic postage payment account (a Centralized Account Processing System – CAPS account)
- ❑ Contact the eVS Help Desk at evs@usps.gov or 877-264-9693 (select option 3) for help signing up or for more information

eVS Participation

- ❑ The eVS Participant Checklist is included as an appendix in Publication 205, on the RIBBS website
- ❑ This document outlines the requirements you must meet to become an eVS mailer

Exhibit 1-3.8
eVS Participant Checklist

Requirements	Comments	<input checked="" type="checkbox"/>
1. Contact the eVS Support Team to register for eVS	<p>Call the eVS Support Team at 877-264-9693, option 4 They will assist you with registration in the Business Customer Gateway at: https://gateway.usps.com/bcg/login.htm to</p> <ul style="list-style-type: none"> • Create user account if one does not exist • Create company profile if one does not exist • Add PostalOne! access to current profile by selecting "Audit Mailing Activity" from the "Request Access" link • Add eVS to current profile by selecting "Manage Electronic Verification Activity (eVS)" from the "Request Access" link • Add TEM access to current profile by selecting "Manage Electronic Data Exchange (PostalOne!)" under the "Mail & Transport" heading • Complete Online Enrollment for Shipping Services (obtain MID) 	<input type="checkbox"/>
2. Receive eVS Roadmap and Onboarding Kit	The eVS Support Team will provide the additional forms necessary to configure an eVS account for manifest file transmission and postage payment.	
3. Open a unique eVS permit and pay Application Fee	<ul style="list-style-type: none"> • Must be unique for eVS use only • Application fee may be paid via ACH, Check, Credit Card, Money Order or Wire. • Complete a PS Form 3615 <ul style="list-style-type: none"> • Across the top of the 3615 please write: "Request for eVS Permit Imprint, eVS HQ Finance # 66-1204, HQ ZIP Code 20260". • To pay by Credit Card; Fax the PS Form 3615 and a coversheet to: NCSC @ (901) 681-4409 • To pay by check or money order mail to: <ul style="list-style-type: none"> Accounts Receivables National Customer Support Center United States Postal Service 225 N Humphreys Blvd STE 501 Memphis, TN 38188-1099 • To pay by ACH or Wire call: NCSC @ (901) 681-4658 • Link the permit to the eVS company profile in the Business Customer Gateway 	<input type="checkbox"/>
4. Annual mailing fees	Pay annual mailing fees (for Presorted First-Class Package Service, Standard Mail, Parcel Select (destination entry), Presorted Media Mail, Presorted Library Mail, Bound Printed Matter (destination entry)).	<input type="checkbox"/>
5. Centralized Account Processing System (CAPS) Account	<p>A current CAPS debit account may be used. The following forms must be used as needed to open account:</p> <ul style="list-style-type: none"> • PS 6001, CAPS Account Application —establish a new CAPS account. • PS 6002, Accounts and Services to be Paid Through CAPS — provide the local account numbers the customer wants to link to the CAPS account. • PS 6003, CAPS Electronic Funds Transfer Authorization Agreement — authorize the Postal Service to debit the customer's bank account. 	<input type="checkbox"/>

eVS Participation

	<ul style="list-style-type: none"> • Link accounts to eVS Washington DC 20260 	
6. Complete eVS manifest mailing system application (See Appendix B)	Application must have all mailer required sections completed.	<input type="checkbox"/>
7. Complete PS Form 1357-S to set up account and receive logon for Product Tracking System (See RIBBS)	<p>Submit to the following address: eVS Support Team National Customer Support Center United States Postal Service 225 N Humphreys Blvd STE 501 Memphis, TN 38188-1001</p> <p>Note: This logon will allow you to transmit electronic manifest files and access extract files for parcels with any of your eVS MIDs</p>	<input type="checkbox"/>
Note: Mailers may not submit test files for certification if they have not completed registration in the Business Customer Gateway and successfully linked their eVS permit to their eVS profile.		
8. Transmit test file(s) to eVS PostalOne!	This process will test your communication process and file content for compliance with eVS <i>PostalOne!</i> Based on your application, the eVS Support Team will notify you of the requirements of the test file.	<input type="checkbox"/>
9. Submit sample labels for certification with PS Form 5052	Based on your application, the eVS Support Team will notify you of the label requirements for your Master MID and any package MIDs.	<input type="checkbox"/>
10. Parallel Test (optional)	<p>It is recommended that a mailer converting to eVS from an existing USPS manifest mailing system complete a parallel testing process. This allows the mailer an opportunity to pilot their eVS implementation, measure the impact of potential adjustments and work through start up issues without being billed through eVS for payment or adjustments. A parallel testing mailer will create eVS mailings and submit eVS files while continuing to present hard copy postage statements and manifests for payment through the local permits at existing manifest mailing locations.</p> <p>Mailers who choose not to complete a parallel test are subject to all eVS postage adjustments due after start up.</p>	<input type="checkbox"/>
11. Receive authorization to mail	After the process has been completed you will receive authorization to mail eVS for the mail classes that were evaluated and certified to meet eVS file and label specifications.	<input type="checkbox"/>

Postal Shipping Business Tool (PSBT)

- ❑ Downloadable free software solution which allows small and medium business mailers to:
 - Generate shipping labels with Intelligent Mail package barcodes
 - Securely pay postage via electronic manifest files
- ❑ Leverages existing eVS infrastructure
- ❑ Must ship at least 50 packages per day
- ❑ Supports single-piece and nonpresort packages including First-Class Package Service, Priority Mail, Priority Mail Express, and Parcel Select Nonpresort
- ❑ Supports International shipments beginning early 2014

Postal Shipping Business Tool:
 The Tool is a software solution downloadable from the USPS that allows business mailers to generate shipping labels and securely pay postage via electronic manifest files. Use of the Tool is free for business mailers who typically have a daily volume of 50 packages or 50 pounds. The tool does non-presort packages only and international capabilities coming in early 2014.

No Cost to Use USPS Tool	Help Desk Contact Information	Website for enrollment and information	Certification				Classes of Mail Offered									
			Offers Internationals	MAC Certified	eVS Certified	Manifest Mailing Solution (non-eVS)	PMEx	PM	FCPS	PS						
Postal Shipping Business Tool	877-264-9693 option 4 evs@usps.com	gateway.usps.com under Shipping Services			X											

Charts current as of 12/31/2013.

For the latest lists and more information about eVS, please visit ribbs.usps.gov/evs.
 For more information on IMpb or Shipping Services Files, visit ribbs.usps.gov/index.cfm?page=intellmailpackage

Note: Additional information is available at gateway.usps.com under “Shipping Services”

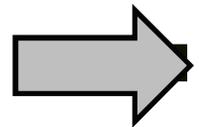
References

- Package Information Sheet – Provides an overview of the new requirements and the list of certified solutions providers
 - https://ribbs.usps.gov/intelligentmail_package/documents/tech_guides/IMpbCertifiedSolutionsProviders.pdf
- RIBBS: Intelligent Mail Package Barcode (IMpb) page:
 - <http://ribbs.usps.gov/index.cfm?page=intellmailpackage>
- IMpb Frequently Asked Questions (FAQ):
 - https://ribbs.usps.gov/intelligentmail_package/documents/tech_guides/IMPB_FAQs.pdf
- Publication 199: IMpb Implementation Guide for Confirmation Services and eVS – provides implementation details regarding the Shipping Services File
 - https://ribbs.usps.gov/intelligentmail_package/documents/tech_guides/PUB199IMPBImpGuide.pdf
- RIBBS: eVS (Electronic Verification System) page:
 - <https://ribbs.usps.gov/evs>
- eVS Help Desk – for assistance in eVS sign-up and questions
 - email: evs@usps.gov; phone: 877-264-9693, option 4

Questions?



APPENDIX



Appendix A: MicroStrategy Reports

- Appendix B: System Support for IMpb Compliance
 - Mail.XML / Mail.dat
 - Postal Wizard
 - Hardcopy BMEU

MicroStrategy Report: IMpb Compliance Percentage Display

Shared Reports My Reports History List My Subscriptions Create Report Create Document Preferences

Business Mail Acceptance > Shared Reports > Ext MQR Reports > IMpb Compliance Summary Report

Home Tools Data

GROUPING: Start Date: (All)

IMpb Compliance Report 10/12/2013 to 11/11/2013

		Compliance Thresholds:		75%		65%		55%	
		as of 9/1/2013		SSF		Zip+4		IMpb	
CRID	Total Statements	Total Pieces	Non-Compliance	Actual Compliance	Non-Compliance	Actual Compliance	Non-Compliance	Actual Compliance	
20490408 - PARALLEL RUN (63101)	1	1,000	0%	90%	0%	75%	55%		

		Compliance Thresholds:		95%		93%		98%	
		as of 10/1/2013		SSF		Zip+4		IMpb	
CRID	Total Statements	Total Pieces	Non-Compliance	Actual Compliance	Non-Compliance	Actual Compliance	Non-Compliance	Actual Compliance	
20400454 - MARGARET (94497-0001)	1	851	45%	50%	0%	98%	98%		
20488611 - MDXTESTER (60612-2459)	5	4,553	29%	66%	4%	89%	98%		
20490408 - PARALLEL RUN (63101)	2	2,000	5%	90%	18%	75%	98%		
20488889 - ACCENTURE (20024)	1	851	45%	50%	0%	98%	98%		
20509014 - International Testing (63144-1820)	5	3,416	16%	79%	16%	77%	98%		
20509620 - AMAZON (98104-3887)	3	2,851	18%	77%	10%	83%	98%		
20480880 - N/A	2	2,292	0%	97%	7%	87%	8%	90%	

[Drill to compliance detail data for all CRIDs](#)

*The Non-Compliance metric shows the variance between the Actual Compliance value and the Threshold value. An actual compliance value greater than or equal to the threshold is fully compliant, and will show 0% non-compliant.

Non-Compliance and Actual Compliance

MicroStrategy Report: IMpb Compliance Percentage Display

Shared Reports My Reports History List My Subscriptions Create Report Create Document Preferences Search

Business Mail Acceptance > Shared Reports > Ext MQR Reports > IMpb Summary Dataset->IMpb Compliance Details

Home Tools Data Grid Format Last update: 11/

PAGE-BY: Start Date: 10/1/2013

Data rows: 6

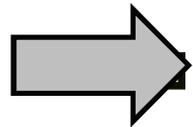
Mail Acceptance Facility	Postage Statement ID	Mailer Job ID	Mailing Group ID	Processing Date	Mailing Date	Permit Type	Permit Number	Permit Holder	CRID	Mail Class	Processing Category	Total Pieces
ANNISTON - ANNISTON - AL - (36201-9998)	205583508		538378	10/15/2013	10/15/2013	PI	120	UNITED STATES - BOLINGBROOK, IL	20488611 - MDXTES (60612-2459)	First Class	Parcel, First-Class	851
	205584064		539208	10/17/2013	10/17/2013	PI	120	UNITED STATES - BOLINGBROOK, IL	20488611 - MDXTES (60612-2459)	First Class	Parcel, First-Class	851
	205584066		539210	10/17/2013	10/17/2013	PI	120	UNITED STATES - BOLINGBROOK, IL	20488611 - MDXTES (60612-2459)	First Class	Parcel, First-Class	851
	205584625		540014	10/18/2013	10/18/2013	PI	1	MARGARET 2701 - TELFORD, PA	20488611 - MDXTES (60612-2459)	First Class	Parcel, First-Class	1,000
	205584923		540385	10/21/2013	10/21/2013	PI	1	MARGARET 2701 - TELFORD, PA	20488611 - MDXTES (60612-2459)	First Class	Parcel, First-Class	1,000

Total Pieces	IMpb Non-Compliance %	IMpb Compliance Actual %	IMpb Threshold	SSF Non-Compliance %	SSF Compliance Actual %	SSF Threshold	Zip+4 Non-Compliance %	Zip+4 Compliance Actual %	Zip+4 Threshold
851			98%	45%	50%	95.00%	(5%)	98%	93%
851			98%	45%	50%	95.00%	(5%)	98%	93%
851			98%	45%	50%	95.00%	(5%)	98%	93%
1,000			98%	5%	90%	95.00%	18%	75%	93%
1,000			98%	5%	90%	95.00%	18%	75%	93%



APPENDIX

□ Appendix A: MicroStrategy Reports



Appendix B: System Support for IMpb Compliance

- Mail.dat
- Mail.XML /
- Postal Wizard
- Hardcopy BMEU

IMpb Support: Mail.dat

Mail.dat IMpb Non-Compliance Assessment / Calculation for January 2014 Release

Mail.dat Mail Classes or Products	Mail Processing Category	Barcode Type	Mail Class supported in <i>PostalOne!</i> via Mail.dat	eDoc Files Conversion to PTR	Alternate Option for tracking piece information and to support Shipping Services processing/routing	Extra Service IMpb Non-Compliance Fee S23
First-Class Mail	Parcels	IMpb	Supported	Not available, proposed for future	a) Can submit to PTR the Shipping Services File. (no linkage b/w Mail.dat and PTR file) b) Use other postage submission type, such as eVS, PW+SSF, or BMEU+SSF	Mailers will need to pay, in case pieces fall below compliance thresholds
Standard Mail	Parcels	IMb, IMpb	Supported	Not available, proposed for future	Use other submission type, such as eVS, PW+SSF, or BMEU+SSF	Not applicable, Not assessed
Priority Mail	Parcels	IMpb	Not Supported	Not available, proposed for future	Use other postage submission type, such as eVS, PW+SSF, or BMEU+SSF (or contact Shipping Services Department)	N/A
Priority Mail	Letters, Flats (Only for Critical Mail)	IMb, IMpb	Not Supported	Not available, proposed for future	Use other postage submission type, such as eVS, PW+SSF, or BMEU+SSF (or contact Shipping Services Department)	N/A
Bound Printed Matter	Parcels	IMpb	Supported	Yes	N/A	Not applicable, Not assessed
Library Mail	Parcels	IMpb	Supported	Not available, proposed for future	N/A	Not applicable, Not assessed
Media Mail	Parcels	IMpb	Supported	Not available, proposed for future	N/A	Not applicable, Not assessed
Parcel Select & PSLW	Parcels	IMpb	Not Supported	Not available, proposed for future	Use other postage submission type, such as eVS, PW+SSF, or BMEU+SSF (or contact Shipping Services Department)	N/A
Periodicals	Parcels	IMpb	Supported	Not available, proposed for future	N/A	Not applicable, Not assessed

IMpb Support: Mail.XML

Mail.XML IMpb Non-Compliance Assessment / Calculation for January 2014

Mail.XML Mail Classes or Products	Mail Processing Category	Barcode Type	Mail Class supported in <i>PostalOne!</i> via Mail.XML	eDoc Files Conversion to PTR	Alternate Option for tracking piece information and to support Shipping Services processing/routing	Extra Service IMpb Non-Compliance Fee S23
First-Class Mail	Parcels	IMpb	Supported	Not available, proposed for future	a) Can submit to PTR the Shipping Services File. (no linkage b/w Mail.dat and PTR file) b) Use other postage submission type, such as eVS, PW+SSF, or BMEU+SSF	Mailers will need to pay, in case pieces fall below compliance thresholds
Standard Mail	Parcels	IMb, IMpb	Supported	Not available, proposed for future	Use other submission type, such as eVS, PW+SSF, or BMEU+SSF	Not applicable, Not assessed
Priority Mail	Parcels	IMpb	Supported	Not available, proposed for future	a) Can submit to PTR the Shipping Services File. (no linkage b/w Mail.dat and PTR file) b) Use other postage submission type, such as eVS, PW+SSF, or BMEU+SSF	Mailers will need to pay, in case pieces fall below compliance thresholds
Priority Mail	Letters, Flats (Only for Critical Mail)	IMb, IMpb	Not Supported	Not available, proposed for future	Use other postage submission type, such as eVS, PW+SSF, or BMEU+SSF (or contact Shipping Services Department)	Mailers can voluntarily pay, in case pieces fall below compliance thresholds
Bound Printed Matter	Parcels	IMpb	Supported	Not available, proposed for future	Yes (SSF data sent to PTR for routing and for mailers to receive tracking)	Not applicable, Not assessed
Library Mail	Parcels	IMpb	Supported	Not available, proposed for future	N/A- Not applicable	Not applicable, Not assessed
Media Mail	Parcels	IMpb	Supported	Not available, proposed for future	N/A- Not applicable	Not applicable, Not assessed
Parcel Select & PSLW	Parcels	IMpb	Supported	Not available, proposed for future	a) Can submit to PTR the Shipping Services File. (no linkage b/w Mail.dat and PTR file) b) Use other postage submission type, such as eVS, PW+SSF, or BMEU+SSF	Mailers will need to pay, in case pieces fall below compliance thresholds
Periodicals	Parcels	IMpb	Supported	Not available, proposed for future	N/A- Not applicable	Not applicable, Not assessed

IMpb Support: Postal Wizard

Postal Wizard IMpb Non-Compliance Assessment / Calculation for January 2014						
Postal Wizard Mail Classes or Products	Mail Processing Category	Barcode Type	Mail Class supported in <i>PostalOne!</i> via Postal Wizard	PW Files Conversion to PTR	Alternate Option for tracking piece information and to support Shipping Services processing/routing	Extra Service IMpb Non-Compliance Fee S23
First-Class Mail	Parcels	IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	System requires a separate SSF submission to PTR	Mailers will need to pay, in case pieces fall below compliance thresholds
Standard Mail	Parcels	IMb, IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	N/A- Not applicable	Not applicable, Not assessed
Priority Mail	Parcels	IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	System requires a separate SSF submission to PTR	Mailers will need to pay, in case pieces fall below compliance thresholds
Priority Mail	Letters, Flats (Only for Critical Mail)	IMb, IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	System requires a separate SSF submission to PTR	Mailers will need to pay, in case pieces fall below compliance thresholds
Bound Printed Matter	Parcels	IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	N/A- Not applicable	Not applicable, Not assessed
Library Mail	Parcels	IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	N/A- Not applicable	Not applicable, Not assessed
Media Mail	Parcels	IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	N/A- Not applicable	Not applicable, Not assessed
Parcel Select & PSLW	Parcels	IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	System requires a separate SSF submission to PTR	Mailers will need to pay, in case pieces fall below compliance thresholds
Periodicals	Parcels	IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	N/A- Not applicable	Not applicable, Not assessed

IMpb Support: BMEU Hardcopy

BMEU Hard-Copy IMpb Non-Compliance Assessment / Calculation for January 2014						
BMEU Mail Classes or Products	Mail Processing Category	Barcode Type	Mail Class supported in <i>PostalOne!</i> via BMEU	BMEU Files Conversion to PTR	Alternate Option for tracking piece information and to support Shipping Services processing/routing	Extra Service IMpb Non-Compliance Fee S23
First-Class Mail	Parcels	IMpb	Supported	N/A- Not needed, combination of BMEU and SSF supported	System requires a separate SSF submission to PTR	Mailers will need to pay, in case pieces fall below compliance thresholds
Standard Mail	Parcels	IMb, IMpb	Supported	N/A- Not needed, combination of PW and SSF supported	N/A- Not applicable	N Not applicable, Not assessed
Priority Mail	Parcels	IMpb	Supported	N/A- Not needed, combination of BMEU and SSF supported	System requires a separate SSF submission to PTR	Mailers will need to pay, in case pieces fall below compliance thresholds
Priority Mail	Letters, Flats (Only for Critical Mail)	IMb, IMpb	Supported	N/A- Not needed, combination of BMEU and SSF supported	System requires a separate SSF submission to PTR	Mailers will need to pay, in case pieces fall below compliance thresholds
Bound Printed Matter	Parcels	IMpb	Supported	N/A- Not needed, combination of BMEU and SSF supported	N/A- Not applicable	Not applicable, Not assessed
Library Mail	Parcels	IMpb	Supported	N/A- Not needed, combination of BMEU and SSF supported	N/A- Not applicable	Not applicable, Not assessed
Media Mail	Parcels	IMpb	Supported	N/A- Not needed, combination of BMEU and SSF supported	N/A- Not applicable	Not applicable, Not assessed
Parcel Select & PSLW	Parcels	IMpb	Supported	N/A- Not needed, combination of BMEU and SSF supported	System requires a separate SSF submission to PTR	Mailers will need to pay, in case pieces fall below compliance thresholds
Periodicals	Parcels	IMpb	Supported	N/A- Not needed, combination of BMEU and SSF supported	N/A- Not applicable	Not applicable, Not assessed